



# CITY OF HOUSTON

## Job Posting

	AP
1	<b>Applications accepted from:</b> ALL PERSONS INTERESTED
2	<b>Job Classification</b> INSPECTOR
3	<b>Posting Number</b> PN# 109781
4	<b>Department</b> Department of Public Works & Engineering
5	<b>Division</b> Public Utilities Division
6	<b>Section</b> Wastewater Operations Branch
7	<b>Reporting Location</b> 4545Groveway*
8	<b>Workdays &amp; Hours</b> 7:30 a.m. to 4:30 p.m.*
	*Subject to change
9	<b>DESCRIPTION OF DUTIES/ESSENTIAL FUNCTIONS</b> Coordinates compliance with federal, state, and county regulations, codes, and ordinances related to industrial storm water and municipal wastewater collection and treatment. Performs inspections, identifies problem areas, and recommends solutions. Meets with general public, contractors, technical professionals and businesses to respond to inquiries and technical problems. Performs record keeping activities to maintain filing systems, reports and documentation. Researches and evaluates plans, specifications and drawings. Prepares and submits various technical reports. Provides guidance and training to staff.
10	<b>WORKING CONDITIONS</b> This position routinely requires lifting moderately heavy items, such as records boxes (up to 40 pounds), and/or very long periods of walking on rough surfaces on a routine basis. There are routine discomforts from exposure to moderate heat, cold, moisture/wetness and unpleasant air conditions.
11	<b>MINIMUM EDUCATIONAL REQUIREMENTS</b> Requires a high school diploma/GED, and up to 18 months of education or training in the area of inspection to be performed.
12	<b>MINIMUM EXPERIENCE REQUIREMENTS</b> Two (2) years experience related to the area of inspection to be performed.
13	<b>MINIMUM LICENSE REQUIREMENTS</b> A valid Texas Driver's License and compliance with the City of Houston's policy on driving (AP 2-2).
14	<b>PREFERENCES</b> Preference will be given to applicants with environmental inspection experience related to industrial storm water and/or municipal wastewater collection and treatment. Preference will be given to applicants who are eligible for CPSWQ certification (Certified Professional in Storm Water Quality).
15	<b>SELECTION/SKILLS TESTS REQUIRED</b> None However, the Department may administer a skill assessment evaluation.
16	<b>SAFETY IMPACT POSITION</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.
17	<b>SALARY INFORMATION</b> Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The salary range for this position is: <div>Salary Range - Pay Grade 18 \$ 1,042 - \$ 1,480 Biweekly    \$ 27.092 - \$ 38,480 Annually</div>
18	<b>OPENING DATE</b> April 5, 2006
19	<b>CLOSING DATE</b> Open Until Filled
20	<b>APPLICATION PROCEDURES</b> Original applications and resumes only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker St., 1 <sup>st</sup> Floor. <b>Our TDD (Telephone Device for the Deaf) telephone number (713) 837-9471. For application status inquiries, please call (713) 837-0871.</b> All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided. <div>An equal opportunity employer</div>